CALIFORNIA DEPARTMENT OF WATER RESOURCES

WATER USE AND EFFICIENCY BRANCH
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DRAFT
2012 AGRICULTURAL WATER USE EFFICIENCY PROPOSAL SOLICITATION PACKAGE

Exhibits I-VI

August 14, 2012

2012 DRAFT AGRICULTURAL WATER USE EFFICIENCY PROPOSAL SOLICITATION PACKAGE

Exhibits I-VI

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EXHIBIT I

EXAMPLES OF SECTION B PROJECTS

Examples of eligible projects under Section B are:

1. **Agricultural water use efficiency planning, research and development, feasibility studies, pilot, or demonstration projects**

   - Estimation of past, present, and future agricultural water savings in a water supplier service area.
   - Monitoring and evaluation of current and completed water use efficiency projects to validate results and make recommendations for future projects
   - Exploration of new technologies and innovative water management practices to improve water use efficiency.
   - Collection of agricultural applied water data by crop (irrigation method, soil, year) with corresponding analysis of estimated crop evapotranspiration
   - Assessment of agricultural water management and efficiency by measurement of applied water, runoff/tailwater returned, precipitation
   - Mobile Lab irrigation evaluation for a two year determination of irrigation efficiency, to assess irrigation water management regionally by crop
   - Compile detailed information on local water delivery and conveyance systems (pressure pipeline, lined surface canal, unlined surface canal, ditch, etc.) to evaluate potential of water savings/applied water reductions
   - Studies of agricultural water conservation implementation challenges and proposals that will remove the implementation impediments for agricultural water use efficiency
   - Preparation of Agricultural Water Management Plans in accordance to SBx7-7, Part 2.8, section 10826.

2. **Agricultural water use efficiency training, education, or public education programs**

   - Developing education and outreach material, conducting training, workshops, and courses.

3. **Agricultural water use efficiency technical assistance programs**

- Statewide technical assistance to facilitate the implementation of Efficient Water Management Practices or other agricultural water use efficiency actions
- Energy conservation projects that help improve agricultural water use efficiency
- Assistance in installation, operation, and maintenance of water measurement devices for compliance with the agricultural water measurement regulation.

EXHIBIT II

REQUESTS FOR REDUCTION OR WAIVER OF LOCAL COST SHARE DISADVANTAGED COMMUNITIES – IMPLEMENTATION GRANTS

PURPOSE

The purpose of this exhibit is to provide a method for requesting a reduction or waiver of the cost share for WUE implementation grants. DWR will review the information submitted by the applicant and, based on the information provided, decide whether to grant, amend, or deny the request for the reduction or waiver.

DEFINITIONS

Block Group – means a census geography used by the U. S. Census Bureau (USCB) that is a subdivision of a census tract. A block group is the smallest geographic unit for which the USCB tabulates sample data. A block group consists of all the blocks within a census tract with the same beginning (block) number.

Census Designated Place – means a census geography used by the USCB that is a statistical entity, defined for each decennial census according to USCB guidelines, comprising a densely settled concentration of population that is not within an incorporated place, but is locally identified by a name. Following USCB guidelines, census designated places are delineated cooperatively by state and local officials and the USCB.

Census Tract – means a census geography used by the USCB that is a small, relatively permanent statistical subdivision of a county, delineated by a local committee of census data users for the purpose of presenting data. Census tract boundaries normally follow visible features, but may follow governmental unit boundaries and other non-visible features. In some instances they always nest within counties. Census tracts are designed to be relatively homogeneous units with respect to population characteristics, economic status, and living conditions. Census tracts average about 4,000 inhabitants.

Community – for the purposes of this grant program, a community is a population of persons residing in the same locality under the same local governance.

Disadvantaged Community Applicant– an applicant whose entire community that is served by the water from the project has an annual Median Household Income (MHI) that is less than 80% of the statewide MHI (CWC § 79505.5 (a)). For example, using the most recent data are available for the 5-year period (2006-2010), the DAC threshold (80% of the Statewide MHI) is $48,706. For additional information on the ACS, visit: http://www.census.gov/acs.

Place – a census geography used by the USCB that is a concentration of population either legally bounded as an incorporated place, or identified as a Census Designated Place.

Region – an applicant's geographic area where the project will be implemented.

At a minimum, the following information must be included in Attachment 8 of the application:

Step A. Documentation of the Presence of Disadvantaged Communities:

To qualify for a reduction or waiver of the required local cost share the Median Household Income (MHI) of the population served by the water from the proposed project should be less than $48,706. Applicants should ensure the description of the disadvantaged communities is adequate to determine whether the communities meet the definitions of this Exhibit. If disadvantaged communities requirements are not met, please do not file for a reduction or waiver of the local cost share. Include information that supports the determination of disadvantaged communities as defined in this Exhibit.

Provide annual MHI data for the population served by the water from the proposed project

The following data requirements must be met:

- MHI and population data sets must be from the most recent data available for the 5-year period 2006-2010.
- MHI data used in analysis must be from the same time period and geography as the population data.
- MHI data must be for the population served by the water from the proposed project.
- Applicant must provide information (map or other documents) indicating the boundaries of the applicant's service area.

Allowances:

- Applicants may estimate disadvantaged community population numbers by whatever means that are accessible to them as long as the above requirements are met.
- In determining MHI and population for disadvantaged communities, applicants may use a single type of census geography or combinations of Census geographies that best represent the region. However, the census geography used must be consistent for both MHI and population for a particular community.
- DWR has developed a tool which utilizes 2006-2010 ACS data to show the location and boundaries of DACs in the State, at the census place, tract, and block group level. The tool allows users to view different geographies or combinations of geographies, using different base maps and to zoom in to any scale. DWR will allow for use of alternative geographies of ACS data to determine whether a project area serves a DAC. To use the tool, go to the DWR's IRWM website, under the Resources and Links: http://www.water.ca.gov/irwm/integregio_resourceslinks.cfm.

Step B. Documentation of Disadvantaged Community Representation and Participation:

The mere presence of disadvantaged communities in the region is not sufficient cause to grant reduction of the cost share. Disadvantaged communities must be involved in the planning and implementation process. Supporting information that demonstrates how disadvantaged communities are, or will be, involved in the planning and implementation process must be included. Information must demonstrate how disadvantaged communities, or their representatives, are participating in the project. Include letters of support from disadvantaged community representatives that verify support, inclusion, and participation in the process (letters do not count towards the page limit). If an applicant cannot demonstrate disadvantaged community representation or participation in the planning and implementation process, please do not apply for a reduced cost share or waiver.

Step C. Benefits and Impacts to Disadvantaged Communities:

Applicants should explain anticipated benefits and impacts to disadvantaged communities in their proposal. The explanation should include the nature of the anticipated benefit(s) and the certainty that the benefit(s) will accrue if the project is implemented. Projects not benefiting disadvantaged communities are not eligible for a reduction or waiver of cost share.

Step D. Calculating Reduced Cost Shares:

Disadvantaged communities are encouraged to provide a cost share. However, disadvantaged communities may request a reduction or waiver of the local cost share. For locally not cost effective projects the applicant can request a waiver. The State share for locally cost effective projects is: 25% of project costs and the reduced minimum local share is 75% of project capital costs. The State and local share for disadvantaged communities is calculated in Table 6 of Attachment 7. The applicant will enter the minimum local cost share from Table 6 in row c or d of Table 7, or modifies it, and enter an explanation in row e of Table 7. The applicant revises the local share in Column V of Table 1 such that the local share proposed in Table 7 is achieved. However, DWR will determine if the reduced local cost share is appropriate for the project, based on the information presented in Attachment 8. DWR may approve, modify, or reject the request for a reduction or waiver of local cost share.

EXHIBIT III
REPORT REQUIREMENTS

A) Quarterly reports should include:

- Project status by task
- Costs (beak down by local and State)
- Issues/problems

B) The final report should include:

Goals and Objectives:

Description of the Project:

- Description of the project
- DWR approved changes and/or adjustments throughout the project

Project Tasks:

- Tasks as stated in the project proposal
- Tasks actually performed
- Detail of DWR approved changes and/or adjustments throughout the project (if any)

Description of Project Benefits (stated in the project proposal):

- Water Savings
  - Bay-Delta/State
  - Local
  - Other Benefits (economic/environmental, etc)
- Water Quality
  - Bay-Delta /State
  - Local
  - Other Benefits (economic/environmental, etc)
- Flow and Timing
  - Bay-Delta /State
  - Local
  - Other Benefits (economic/environmental, etc)
- Energy savings / GHG Emissions reduction

Description of Project Actual Benefits (achieved after the completion of project):

- Water Savings
  - Bay-Delta /State
  - Local
  - Other Benefits (economic/environmental, etc)
- Water Quality
  - Bay-Delta /State
  - Local
  - Other Benefits (economic/environmental, etc.)
- Flow and Timing
  - Bay-Delta /State
  - Local
  - Other Benefits (economic/environmental, etc.)
- Energy savings / GHG Emissions reduction

Description of Project Costs:

- Describe costs of this project including local, State share, and any other costs
- Changes and/or adjustments throughout the project (if any)
- Causes to support changes and/or adjustments

Monitoring and Performance Evaluation
Describe in detail:

- Qualitatively/quantitatively describe pre-project condition(s) which are expected to be improved by implementation of this project
- How monitoring and assessment was conducted for pre-project condition(s) and tools/methods/measures used for monitoring & assessment
- How monitoring and assessment was conducted for post-project condition(s) and tools/methods/measures used for monitoring & assessment
- Main indicators of success to achieve goals/objectives of this project
- How you will continue monitoring and assessment for post project updates and reports
- Changes and/or adjustments throughout the project (if any)
- Causes to support changes and/or adjustments

Deliverables:

- What deliverables (reports, maps, flyers, environmental documents, etc) are delivered to the Department as part of implementation of this project?
- Changes and/or adjustments throughout the project (if any)
- Reasons of support changes and/or adjustments

Cooperators:

- Description of each cooperator/sub-contractor
- Detail of each cooperator's performance and impacts on the outcome of this project

Final Statement:

Summary of expected and realized benefits/costs

C) Post Project Annual Reports

Post Project Annual Benefits and Costs:

- Describe annual benefits and costs of the project
- Changes in benefits and costs of project since its completion, if any
- Describe impacts of implementation of this project on Grantee's water management

EXHIBIT IV
APPLICATION SELECTION CRITERIA

Applications will first be screened for eligibility and completeness.

Screening criteria:

- Is the proposed project an eligible project?
- Does the project have State benefits?
- Is the proposed project in the correct funding category?
- Does it meet the funding cap requirement?
- Has applicant offered a local cost share?
- If no local cost share, is it a Section B project or disadvantaged community?
- Is Applicant eligible?
- Does proposal contain all required submittals?
- Does the applicant have any conflict of interest?
- Does the applicant object to the State's intellectual interests of the project?
- Any other issues or concerns?

Applications that are complete and eligible will be scored based on the scoring criteria presented in the score sheets below.

Section A Proposal Review Score Sheet

Total Score _____

Reviewer:_____

Benefits (55 points)

1.) How well does the proposal address the priorities of the PSP? (Maximum 20 points)	Score
Comments:	
2.) How significant is the quantity of the State's Benefit? How does the quantity of the benefit provided compare with other proposals or with other WUE projects? How accurately benefits are estimated? (10 points)	Score
Comments:	
3.) Based on the proposals statement of work and project description, how likely will the quantity of benefits estimated in the proposal be achieved? (10 points)	Score
Comments:	
4.) How well does the project provide multiple benefits? Water savings, water quality, and energy savings / GHG emissions reduction? (5 points)	Score
Comments:	

5.) How well will the project monitor and verify project results? (10 points)	Score
Comments:	

Costs: (40 points total)

1.) How reasonable are the projects costs? How accurately were the local monetary benefits estimated? (10 points)	Score
Comments:	
2.) How closely has the applicant matched the project's local cost share to the local monetary benefit? (15 points)	Score
Comments:	
3.) How does the State's benefit to cost ratio compare with other proposals in the funding category? (15 points)	Score
Comments:	

Innovation (5 points)

1.) Does the project offer a new technology, method, or system that has not yet been tested in California? (5 points)	Score
Comments:	

Total Score _____

Should this proposal be funded? Yes or No _____

Section B Proposal Review Score Sheet

Benefits (50 points)

1.) Will the information gained from the project (research, feasibility studies) or the information disseminated by the project (technical assistance, education) address the priorities of the PSP? Is the planning project compliant with SB X7-7? (Maximum 25 points)	Score
Comments:	
2.) Will the information gained or the information disseminated result in potential benefit to the state? (10 points)	Score
Comments:	
3.) Based on the proposal's statement of work, how reasonable and realistic are the proposal's estimates of potential benefits? (10 points)	Score
Comments:	
4.) How well will the results of the project contribute towards providing multiple benefits? Water quality, energy savings/GHG emissions reduction as well as water savings. (5 points)	Score
Comments:	

Costs (40 points)

1.) How reasonable are the project costs? (20 points)	Score
Comments:	
2.) How well does the proposal's ratio of potential State benefits to project costs compare with other proposals in the funding category? (20 points)	Score
Comments:	

Innovation (10 points)

1.) Does the project offer a new technology, method or system that has not yet been tested in California? (10 points)	Score
Comments:	

Total Score _____

Should this proposal be funded? Yes or No _____

EXHIBIT V
COSTS

"Reimbursable Costs" are costs that may be funded under Proposition 50. Reimbursable costs include the reasonable costs of engineering, design, land and easement, legal fees, preparation of environmental documentation, environmental mitigation, and project implementation.

Costs Eligible for Funding

The following costs are reportable in Cost Table 1 and must correspond to project tasks. List major cost items for each task. Subdivide into subtasks where appropriate and provide major costs for each subtask. Table 1 allows reporting up to 10 tasks. If your project involves more than 10 tasks, please contact DWR staff for assistance. Table 1 is designed to have two subtasks for each task. If your task has more than 2 subtasks (for example 4 subtasks), use an extra sheet to document costs of subtasks 2, 3, and 4, add the costs of subtasks 2-4 and enter in the subtask 2 line, then rename it subtasks 2 through 4. Add the extra sheets to the Project Costs Attachment.

Administration/Management

This budget category includes all administration costs and project management costs for the grant recipient and any partner agencies or organizations. Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries and wages. All labor estimates, including any proposed subcontractors involved in administration or management should be reported. Include travel costs. Also include project quarterly and final reports costs.

Applicants are encouraged to limit such costs to the State. Such administrative expenses are the necessary costs incidentally but directly related to the Proposal.

Planning/Design

This includes all costs related to the planning and design of the project. Detail shall include hourly wage paid by discipline, number of hours, and the total cost for the particular design, final design, and engineering field investigations.

Identify all work that will be accomplished by sub-recipients, consultants, or contractors, including a detailed budget estimate that will be required for planning and design.

Environmental Compliance

This includes all costs associated with the preparation of CEQA/NEPA documentation and environmental compliance. Include any legal fees for permits.

Implementation or carrying out the project

This includes costs of activities to carry out the project including materials and personnel. The cost items are: salaries, travel expenses, equipment, installations, materials and supplies needed for implementation, construction, construction administration, field work for research and development projects, costs of carrying out R&D projects (workshops, training, technical assistance), rebates, and land purchase and easement.

Equipment

Itemize costs of all equipment having a value of over $500 and include information as to the need for this equipment.

Rebates

Rebates shall be reasonable amount and the unit price for each rebate category should be provided.

Materials

Detail shall include necessary materials for the project. Itemize supplies by major category, quantity, and purpose, such as whether the items are needed for office use, research, or construction.

Installation

Detail shall include unit cost of installation of equipments.

Construction Administration

The costs to administer and manage construction of the project must be presented. Provide a discussion of the method used to determine this cost. If a percentage of construction costs is used here, indicate the percentage used. If the estimate will be based on expected hours of effort, list the hours by discipline, unit cost, and total cost.

Construction

The estimate should include the quantity of materials used, unit cost, number of units, and, if possible, should have separate costs for labor, equipment, and materials, if different from cost items above.

Land Purchase/Easement

Detail shall include whether the cost is for purchase of land or an easement to use the land. If land purchase is to be included in the funding match, include whether it is a proposed acquisition or if the land is already owned by the applicant or partner agency/organization. If the land is already owned by the applicant or partner agency/organization, indicate when the land was purchased and the purchase price. The purchase price for that portion of the land that will be dedicated to the proposal may, in certain circumstances, be included as funding match.

Other eligible costs include field work, costs of holding work shops, printing brochures, and salaries of workers implementing tasks (i.e. researcher, trainers in a training project, consulting services to implement a section B project).

Project Monitoring, Verification and Evaluation

Include any costs of monitoring required before and during the construction/initial implementation of the project. Include any costs of assessment required during and after the construction/implementation of the project and preparation of the necessary plans.

Costs that are not reimbursable with grant funding include, but are not limited to:

- Costs, other than those noted above, incurred prior to effective date of a grant agreement with the State
- Operation and maintenance costs, including post construction project performance and monitoring costs
- Purchase of equipment not an integral part of the project
- Establishing a reserve fund
- Purchase of water supplies
- Replacement of existing funding sources for ongoing programs
- Support of existing agency requirements and mandates
- Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of the project, as set forth and detailed by engineering and feasibility studies, or land purchased prior to effective date of a grant agreement with the State
- Purchase of mobile equipment (vehicles)
- Cost of the buildings for Section B projects
- Installation of water meters, other devices, or systems for new construction (see PSP)

EXHIBIT VI
BENEFITS

The water quantity, instream flow and timing, water quality, and energy conservation/GHG emissions reduction benefits may include, but are not limited to, the following benefit types:

- Water quantity
  - Water savings to avoid diversions from the Delta or its tributaries
  - Water savings to avoid groundwater use
  - Water savings to avoid water supply projects
- Instream Flow and Timing
  - Reduce diversion during periods of need
  - Increase stream flow during periods of need
- Water Quality
  - Water quality improvements related to protecting, restoring, or enhancing beneficial uses
  - Water quality improvements for impaired water bodies and sensitive habitats.
  - Number of downstream water bodies affected
  - Water body names and water volumes
  - The fraction of each water body affected by the Proposal (if possible)
  - Beneficial uses identified for the water bodies affected by the Proposal
  - Pollutants present in the affected water body
  - Concentrations of each pollutant in the affected water body
  - Sources of the pollutants
  - Beneficial use activities affected by each pollutant
  - The total load reduction of pollutants in the affected water body
  - The change in pollutant concentrations in the affected water body.
- Energy savings and GHG emissions reduction.

Local benefits

- Water quantity
  - Avoided water supply purchases costs
  - Avoided water supply projects costs
  - Avoided operations and maintenance costs
  - Water revenue from sales to another purveyor or third party.
- Instream flow and timing

    - Avoided dedication of water supply (explain)

- Water Quality
    - Avoided water quality projects costs
    - Avoided water treatment costs
    - Avoided wastewater treatment costs; Number of downstream water bodies affected

- Water use efficiency projects with energy conservation or avoided cost of energy